

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, September 16, 2013**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, September 16, 2013** at the time of 7:10 o'clock p.m.

**Silent Roll Call:** Councilors Bernie Zemen, Dan Vassar, Konnie Kuiper and Brian Novak were present. Councilor Mark A. Herak was absent owing to a work related matter. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

**Also present:** Jim Hamilton, Esq., Special Counsel to the Indiana Association of Cities and Towns Medical Trust, was also present.

Susan Murovic, Inspection Clerk; and Randy Bowman, Assistant Inspector for Electric were also present.

**General Substance of Matters Discussed**

1. Mr. Hamilton briefed the Town Council and the Clerk-Treasurer on several provisions of the Affordable Care and Patient Protection Act, particularly dealing with the requirement to offer group health care insurance to workers with at least an average of 30 hours a week.

Mr. Hamilton noted that the Town of Highland was one of the four founding or charter municipalities of the Indiana Association of Cities and Towns (IACT) Medical Trust.

Mr. Hamilton noted that failure to comply with the offering provisions described subjects the Town to heavy fines (fees). His presentation was augmented and enhanced by a PowerPoint© program. *This is on file and available from the Clerk-Treasurer's office.*

Mr. Hamilton further noted that a new "look-back period" has been put in place beginning in January. He suggested that the Town Council should be ready to determine whether it would be adjusting hours from the 30 to something less. It was further noted that the Town Council should have their policy in place by December of the current year.

2. The Town Council President noted that there was a possible conflict for the IACT Annual Conference. He announced that he would be cancelling the Study Session of October 7.
3. The Town Council received a request from the CBL Consulting, indicating that he was moving forward with a special internet and VOIP contract for the Fire Department providing by COMCAST.

There being no further business to be discussed by the Town Council, the regular study session of the Town Council of **Monday, September 16, 2013**, was adjourned at 8:06 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer